

National Transit Database Rural Data Reporting Definitions

Type of Service Operated	<ul style="list-style-type: none"> • Fixed route – Transit service using rubber tired passenger vehicles operating on fixed routes and schedules, regardless of whether a passenger actively requests a vehicle. • Deviated fixed route – Transit service that operates along a fixed alignment or path at generally fixed times, but may deviate from the route alignment to collect or drop off passengers who have requested the deviation. • Demand response – Shared use transit service operating in response to calls from passengers or their agents to the transit operator, who schedules a vehicle to pick up the passengers to transport them to their destinations. • Subscription – Shared use transit service operating in response to on-going reservations made by passengers to the transit operator, who can schedule in advance a consistent trip to pick up the passenger and transport them to their destination. • Vanpool – Transit service operating as a ride sharing arrangement, providing transportation to a group of individuals traveling directly between their homes and a regular destination within the same geographical area. The vehicles shall have a minimum seating capacity of seven persons, including the driver. Vanpool(s) must also be open to the public and that availability must be made known. Does not include ridesharing coordination. • Other – Transit service that does not fit into one of the previous categories.
Service Area	<ul style="list-style-type: none"> • Municipal – Service operated primarily within a single city, village, or town. • County – Service operated primarily within the boundaries of a single county or parish. • Multi-County – Service operated primarily within the boundaries of two or more counties or parishes.
Volunteer Drivers	If volunteer drivers are used, enter the number of volunteer drivers at the end of the reporting period.
Personal Vehicles in Service	If personal vehicles are used, enter the number of personal vehicles in use at the end of the reporting period.
Vehicles – Number of Active Vehicles in Fleet	Report the total number of operational revenue vehicles in the fleet available for general public transit service, including spare or back up revenue vehicles. The total also should include any operational revenue vehicles used by purchased service contractors in general public transit service. Non-revenue service vehicles and personal vehicles should not be included.
Vehicles – Number of ADA Accessible Vehicles in Fleet	Report the number of active vehicles in the fleet that meet the accessibility requirements of the Americans with Disabilities Act of 1990 (ADA).
Annual Operating and Administrative Expenses	Report the provider's recurring costs of providing public transportation service. They include: all employees' wages and salaries; fringe benefits; operating supplies such as fuel, and oil; contractors' charges for services; taxes; repair and maintenance services, parts, and supplies; equipment leases and rentals; marketing; lease or rental costs; and insurance. Operating expenses include administrative expenses. Operating costs exclude fixed costs such as depreciation on plant and equipment, costs of providing transportation services not available to the general public, and interest paid on loans on capital equipment.
Operating Revenue – Fare Revenue	Report the rural public transit service provider's total income received directly from passengers, either paid in cash or through pre-paid tickets, passes, etc. Include donations from those passengers who donate money on the vehicle. Include the reduced fares paid by passengers in a user-side subsidy arrangement.
Operating Revenue – Contract Revenue	Report the total reimbursement by any organization, government, agency, or company, as a result of a formal contractual agreement with the transit service operator, for trips provided to a specific passenger or group of passengers.

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Operating Revenue – Federal Operating Assistance	Report the total financial assistance from FTA to assist in paying the operating and administrative costs of providing transit service. Include Section 5311 funds plus any Section 5310 or 5307 funds transferred to the program or flexible highway funds transferred to the program and administered through the Section 5311 program.
Operating Revenue – State Operating Assistance	Report the total financial assistance from any state agency that supports the operation of the transit system. Include: <ul style="list-style-type: none"> • Tax Levies – A specified amount from state levies that is dedicated to supporting public transit system operating costs. • General Funds – Transfers from the general fund of state governments to cover the Local Share portion of the transit system budget. • Specified contributions – Contributed from the state towards the Local Share portion of the transit system budget.
Operating Revenue – Local Operating Assistance	Report the total financial assistance from local entities that support the operation of the transit system. Include: <ul style="list-style-type: none"> • Tax Levies – A specified amount from local levies that is dedicated to supporting public transit system operating costs. • General Funds – Transfers from the general fund of local governments to cover the Local Share portion of the transit system budget. • Specified contributions – Contributions from city, county or other municipal government towards the Local Share portion of the transit system budget. • Donations – Donations from individuals or organizations to help cover the costs of providing transit service but which are not related to specific passengers or trips. • Other – Other revenues such as advertising.
Annual Capital Costs	Enter the expenses incurred during the year related to the purchase of facilities, vehicles and other capital equipment.
Sources of Capital Funds – Federal Capital Assistance	Enter the total amount of financial assistance from the Federal Transit Administration to assist in paying the capital costs of providing transit service. Include Section 5311 funds plus any Section 5310 or 5307 funds transferred to the program or flexible highway funds transferred to the program and administered through the Section 5311 program.
Sources of Capital Funds – State Capital Assistance	Enter the total amount of financial assistance from any state agency to assist in paying capital costs of the transit provider
Sources of Capital Assistance – Local Capital Assistance	Enter the total amount of financial assistance from local entities to assist in paying capital costs of the transit provider. Include: <ul style="list-style-type: none"> • Tax Levies – a specified amount from local tax levies that is dedicated to supporting the capital costs of the public transit system. • General Funds – Transfers from the general fund of local governments to cover the Local Share portion of transit system capital costs. • Specified Contributions – Contributions from the local government towards the Local Share portion of transit system capital costs. • Reserve Funds – Transfers from a capital reserve fund of local governments expressly established to be used to cover the Local Share portion of transit system capital costs. • Donations – Donations from individuals or organizations to help cover the transit system capital cost
Annual Revenue Vehicle Miles	Enter the total number of miles for the reporting period that all vehicles travel from the time they pull out to go into revenue service to the time they pull in from revenue service. Include the miles of personal vehicles used in service.

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Annual Revenue Vehicle Hours	Enter the total amount of time in hours for the reporting period that all vehicles travel from the time they pull out to go into revenue service to the time they pull in from revenue service. Include the hours of personal vehicles used in service.
Annual Passenger Trips	Enter the total number of passengers that board operational revenue vehicles during the reporting period. Passengers are counted each time they board vehicles no matter how many vehicles they use to travel from their origin to their destination. Trips should be counted regardless of whether an individual fare is collected for each leg of travel. It includes passenger trips on personal vehicles used in service.
Safety – Fatalities	Enter the total number of transit caused deaths for the reporting period confirmed within 30 days of a transit incident.
Safety – Major Incidents	<p>Enter the total number of major incidents for the reporting period.</p> <p>Major incidents include any event involving the operation of a transit system if, as a result, one of more of the following occurs:</p> <ul style="list-style-type: none"> • An individual dies either at the time of the event or within 30 days of the event • Two or more individuals suffer bodily damage as a result of the event requiring immediate medical attention away from the scene • A collision, personal casualty, or fire causes property damage in excess of \$25,000 • A transit vehicle moving passengers in service is evacuated due to a serious life safety hazard that constitutes an imminent threat.
Safety – Injuries	<p>Enter the total number of injuries for the reporting period.</p> <p>Injuries are any physical damage or harm to persons as a result of a major incident.</p>